



BETHEL PUBLIC LIBRARY

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www.bethellibrary.org

MINUTES OF SPECIAL MEETING

Bethel Public Library Board of Directors

Facilities Committee

Thursday, September 29, 2016

2:00 p.m.

PRESENT: Terri Rotella, Mary Spain, Board Chair and acting Committee Chair Ted Stevenson ex officio, Library Director Lynn Rosato

ABSENT WITH NOTICE: Richard Merritt

CALL TO ORDER: T. Stevenson called the meeting to order at 2:00 pm.

APPROVAL OF MINUTES: T. Rotella moved to approve the minutes of the November 9, 2015 meeting; M. Spain seconded. Motion passed.

FACILITIES REVIEW 2016: Director Rosato distributed a list of Capital and Maintenance items requested by the Library to the Board of Selectmen and Board of Finance. Each line item was discussed in detail.

HOLIDAYS: Board has already approved expenditures for the annual Staff holiday party. Committee will recommend to the full board that the Library close early (4:00 pm) on a Tuesday or Friday in December (date to be determined later).

Committee then embarked on a walking tour of the facilities to determine if additional items ought to be added to the request list submitted to the Town. Committee compiled a list of maintenance items to be done.

NEXT MEETING DATE: No future meeting date was set at this time.

ADJOURNMENT: M. Spain moved to adjourn; T. Rotella seconded. The motion passed. T. Stevenson adjourned the meeting at 3:20 pm.

Respectfully submitted

Ted Stevenson, ex officio acting Committee chair

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TOWN CLERK**